

ARIZONA DEPARTMENT OF EDUCATION

Tom Horne
Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
1535 West Jefferson
Phoenix, Arizona 85007
(602)-542-5695
(602)-542-3099 fax

SCHOOL FINANCE MEMORANDUM 03-049

TO: School District Superintendents, Principals, and Head Teachers

FROM: Maggie Singler

DATE: June 13, 2003

SUBJECT: June 15, 2003 Basic Calculations for Equalization Assistance Report (APOR 55 – 1) and Additional State Aid Detail Report (APOR 64)

The June 15, 2003 APOR55-1 & 64-1 apportionment reports for school districts are posted on each district's home page on the ADE web site (<http://www.ade.az.gov/districts/default.asp>). If you need help finding, viewing or saving these reports please contact your county's Regional Training Center (RTC) <http://www.ade.az.gov/rtc>. If you have any questions regarding the content of your reports, please contact me (602) 542-8244 or e-mail msingle@ade.az.gov.

The June 15, 2003 apportionment payment is scheduled to be made July 1, 2003 due to a shortage in this year's state budget appropriation.

Growth was included in the June calculation for districts submitting revised budgets that successfully processed without errors that included growth on page 7, line 1 (b). Districts that previously received growth based on an Advance Request and did not submit a revised budget which included growth, have had all previously funded growth withheld from the June 16, 2003 calculation. Districts that submitted Aggregate ADM via the Common Logon web application and/or faxed in Group B Add-On counts for the June 16, 2003 growth calculation and apportionment calculation, need to continue to correct SAIS data. All submitted override counts will be deleted on June 30, 2003 and SAIS data will be used for July 15, 2003 apportionment calculation.

Adjustments to the BSL for audit service expenditures; eligibility for Rapid Decline and Type 03 Tuition have been included in the June apportionment calculation.

Direct any questions or concerns regarding submission of SAIS 40th or 100th day Average Daily Membership or Special Education Census data to Steve Murosky (602) 542-8239 or email smurosk@ade.az.gov.

Check your district's budget processing status, Summary Status and Submitted File Status at <http://www.ade.az.gov/budget> for more detailed information on submitted and processed budget files. If prior budget versions (proposed, adopted, revised 1, etc.) have not successfully processed, your revised budget will reject when submitted. Please be sure the district-wide budget, the school-by-school budget, worksheets, Revenue Budget, have processed for your district. (Upload all budget files at <http://www.ade.az.gov/budget>. **COMMON LOGON** username and password are required.) If you need assistance uploading budget items, contact a Regional Training Center (RTC) at <http://www.ade.az.gov/rtc>. **Check the School Finance Bulletin Board for important budget file information before uploading any budget related file(s). You must check the submitted file status to verify your most recent budget worksheets submitted have processed. The New Budgets Processed status page will not show which worksheets processed, only that a worksheet file has processed.** Please call Rachel Meier at (602) 364-1990 (rmeier@ade.az.gov) or Lyle Friesen at (602) 542-4351 (lfriese@ade.az.gov) with questions or if you need assistance.

cc: County School Superintendents

June 15, 2003